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## Meeting Minutes, 29 March 2014

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Minutes of the Meeting of the Friends of the Library, March 29, 2014.

--Call to order by Dr. Stephen Monroe and introductions by all members present.

--Present: Dr. Tonya Flesher, Ms. Lele Gillespie, Dr. Gerald Walton, Dr. Sheila Skemp, Ms. Margaret Selcshnayhdre, Dr. Stephen Monroe, Dr. Ivo Kamps, Dr. Jennifer Ford, Dr. Ann Abadie, Mr. Corey Vinson, Dr. Ken Wooten, Ms. Angela Barlow, Mrs. Mary Ann Fruge, Dr. D.J. Canale, Mrs. Janet Canale, Ms. Sarah Frances Hardy, Mr. Curtis Wilkie, Mr. Floyd Sulser, Ms. Laura Harper, Dean Julia Rholes.

--Dr. Monroe spoke about the legacy of Dr. Pilkington and Dr. Noyes and the history of Friends through the years. He looked to the importance of Dr. Walton, Dr. Abadie, and Mrs. Fruge since the death of Dr. Noyes and Dr. Pilkington.

II. Accounts- Two accounts at the Foundation for the Friends of the Library which were summarized by Ms. Angela Barlow. The first account is a restricted account perpetuated by memorials and honors. Books are purchased in individuals names. For the fiscal year for 2014 in March (end of January's numbers)—of the \$7,767.00 that came in was the result of 98 gifts. Ms. Barlow has the listing of all the gifts--\$324 was for library support. The ending balance was \$10,655.86 for fiscal year 2014. Expenses were for stationary and postage—used for notifications and thank you notes.

--Ms. Barlow then summarized the next account for the same reporting year. This is the Friends of the Library Endowment account. This is where the dues go to as well as gifts made to the Friends of the Library. These are Friends accounts-not Library accounts. The ending balance is \$812,161.61 which is wonderful and a million dollars is something to shoot for as a goal. The gift income is \$12,320.00, which has come in fiscal year 2014. Ms. Barlow asked the group to keep in mind that this is an endowment—4.5% is what traditionally rolls off that we can spend for books, technology, databases, renovations, etc. One of the traditions we inherited from Dr. Pilkington is to spend 100% of the proceeds from these endowments on library resources. Dr. Monroe stated that this is an important legacy and is the most tangible way we can deliver our support.

--Mr. Sulser asked if gifts to the Friends and the Foundation were tax deductible? Ms. Barlow answered that they were tax deductible. The Friends does not need to do the bookkeeping-it is done through the University Foundation.

--Dr. Wooten asked if it was more important if we donate to the Foundation or to Friends itself? Dean Rholes answered that both are worthy. She mentioned that historically the Friends had been focused on giving to print books and this may change over time. She mentioned the need for funds for e-books, databases, journals, and electronic resources. It is a complicated question as we have needs beyond printed books. We have needs for equipment, renovations, and funding for services.

--Dr. Monroe mentioned that Dr. Joe Ward, Chair of History, has agreed to serve as Treasurer for the coming year.

III. Discussion of the 75<sup>th</sup> Anniversary of Friends

--Dr. Monroe passed around possible logos for review. He stated that the University Communications Department developed these possibilities for the Friends logo. At the January interest meeting there was discussion about the branding of the organization. Monroe said an important step would be to have a logo. He said he would send these possibilities around electronically. At the January meeting Dr. Gloria Kellum had the idea to take advantage of the 75<sup>th</sup> anniversary of Friends. We could use this to encourage more people to join. Dr. Monroe asked if we should build our membership drive around the 75<sup>th</sup> anniversary idea.

--Mrs. Fruge said this was a good way to revitalize the Friends. Asked when the 75<sup>th</sup> would begin, Dr. Walton stated that it fell on August 15<sup>th</sup>—the organization began in 1940.

--Dr. Wooten said we could tie in to all the other activities going on at that time. Dr. Monroe said this would give us more visibility. He stated to be honest we have not been all that visible. We want more faculty, students, and community members to know we exist. Ms. Barlow brought up her visits and stated that people respond well to the news of the revitalization of the Friends. Dr. Monroe said we could tie the membership goal to the 75<sup>th</sup>, based on Dr. Kellum's suggestion. Ms. Barlow said we are currently at 129 active members. Dr. Walton brought up that we have many lifetime members. Ms. Barlow stated that she thought the 129 included lifetime members but will check on this. The largest number of members we have had has been 500.

--Dr. Monroe spoke about the opportunity to grow based on Oxford's growth. Then he spoke about the opportunity to increase faculty and staff participation. He has spoken with Mr. Clay Jones of Human Resources about a payroll deduction which could be distributed across the campus to faculty and staff. But he stated that he thinks only a fairly small number would participate.

--Ms. Harper spoke then about reaching out to students. She mentioned the Library Ambassadors group which was just formed in the last year or so. This proves that there is an interest in the library on the part of students. Dean Rholes spoke about leaving out new dues forms around the library. She spoke about the list of upcoming library and library-related events included in the notebooks distributed at the beginning of the meeting. She noted the May 1<sup>st</sup> reception when Dr. Jay Watson will open the new Faulkner exhibit in Special Collections. She also mentioned the April 17<sup>th</sup> reception and presentation on the life and career of Judge Claude Clayton in Special Collections. She encouraged people to come to these events and bring friends. Dean Rholes said the Friends may in the future want to sponsor some library events. Ms. Barlow challenged the group to bring 5 to 10 individuals to the library. Dean Rholes reminded the group that any resident of Mississippi can become a community borrower of the library. She also mentioned the impediment of parking. Ms. Sarah Frances Hardy noted the new visitor parking in front of the Lyceum for \$1.

--Dr. Monroe asked each member of the group to make sure they were a current member of Friends. He then encouraged everyone to look for other new members. Dr. Kamps asked if the Foundation would be willing to share a list of people who have given a gift in the past year. We could then identify them and send them information about Friends. Dr. Abadie noted Ms. Harper's suggestion of encouraging

students to join—students become alums. Dr. Abadie asked how many alums we have in Friends but this was not known.

--Ms. Hardy asked if it was possible to join online and Dr. Monroe said one can do this. He wants to revamp the Friends form and will speak to Lance about this. Ms. Barlow stated that the new library website will have a page or two developed for Friends. The new site is in demo form right now but they plan on having a lot more information about Friends on this new site. Dr. Monroe asked if Ms. Debra Riley-Huff could come to our next Friends meeting. Ms. Riley-Huff is the Web Services Librarian for the J.D. Williams.

--On a related note Ms. Barlow shared that the Foundation's website will soon be changing. There will be a page devoted to the Friends of the Library but she cautioned that the site may be hard to navigate for a while.

--Dr. Wooten has looked over the draft by-laws. He asked about our year membership- Dr. Walton said you begin your membership at a certain time and your dues are payable the next year. For example a person who pays in May is reminded the next April.

--Dr. Kamps asked if Friends has a Facebook page. Dr. Monroe thought this was a good idea. Dean Rholes thought this was a good idea for the membership committee or another committee to consider.

--Dr. Skemp noted that many of the young faculty do not know that Friends exists. She also said that people generally respond well to a personal appeal. She said we should designate a person in each academic department to talk to their colleagues about joining. She said talking to people personally would encourage a greater response.

--Mrs. Fruge brought up the benefits of personal emails. She has seen a lot of success in other groups with this approach. Dean Rholes said it might be better for these communications to come from other members. Ms. Barlow offered Friends stationary for those interested in pursuing this avenue. Dr. Monroe asked the group to send names of potential members to him. Dr. Abadie stated that this should probably come from the membership committee.

--Dr. Canale then asked for a list of current members. Dr. Monroe agreed to this, as did Ms. Barlow.

#### V. Review of Dues Structure

--Dr. Monroe began this discussion by referring to the chart of options for a new dues structure he created after the January meeting. He does not generally like increases but he thinks it is reasonable for us to raise the dues since they have not been raised since 1983. He asked for a moderate increase.

--After substantial discussion it was agreed that option #2 of Dr. Monroe's chart was the most feasible. This reads student dues \$15; Faculty/Staff \$25; Supporting \$30; Contributing \$75; Sustaining \$150; and Life \$1000. This option was voted on and it passed unanimously.

#### VI. Report from Dean Rholes about draft of by-laws

--The Dean referenced her meetings with students from the Law School about the by-laws. It was the recommendation of Dr. Fruge that she meet with this group in the January meeting. Two students, Dr. Abadie, Dean Rholes, and a professor all met twice about the by-laws draft. Dr. Monroe joined them in their second meeting. At the time of the March meeting the Dean had just received a draft. A copy of the old by-laws are included in everyone's notebook. These were put into place in 1986.

--Both Dean Rholes and Dr. Abadie agree that the draft of the new by-laws is an excellent beginning but they do not think we need everything that is included in the draft. There was talk about having a library by-laws group to see if this new draft is something they want. The limitations section in the draft is standard for a 5013C group. This is a roadmap for how we might run this organization. They have us down for quarterly meetings but we may not want to adopt this. They were adamant about having an executive committee and then a larger board. We will be forming a by-laws committee and Dean Rholes asked the group to take some time and read over the draft.

--Dr. Abadie said we do not need to keep their section on keeping records as we have the Foundation which keeps our records for us.

--Mr. Sulser then asked if we were a non-profit- a separate entity? Dr. Monroe said we were under the Foundation and this is how we achieve our non-profit status. Dr. Abadie asked then about the history and Dr. Walton explained that the main reason we transferred under the Foundation was because of this umbrella. He stated that our policies changed a lot when we went over to the Foundation. Dr. Abadie recalled that we kept our money at the First National Bank until the Foundation was established.

--Dr. Wooten asked if we should eliminate all of the law students suggestions about record retention. Ms. Barlow said she would look over this section to make sure the Foundation was following their recommendations. Dr. Monroe said since we were not able to distribute the draft by-laws in advance we will have a committee look them over-then folks over at the Foundation, and we all should review the draft on our own.

#### VIII. New Business

--Dr. Abadie mentioned committees and Dr. Monroe said this would be our homework. He asked members to email him with questions at [smonroe@olemiss.edu](mailto:smonroe@olemiss.edu) He said he would send out the current membership list, the possible logos, and the draft by-laws. He noted that we should have another meeting in August. Between now and then Dr. Monroe will be reaching out to new members for the various committees—there will be some work in this but it will not be onerous. A few people have already expressed interest in some committees. Dean Rholes reminded everyone that there is a list of the various committees in the notebooks. She asked for people to email Dr. Monroe with the committees they are interested in.

--Then the meeting adjourned.